
**JUSTICE CABINET DEPARTMENT OF CORRECTIONS
JOB OPPORTUNITY ANNOUNCEMENT
AN EQUAL OPPORTUNITY EMPLOYER M/F/D**

**The jobs listed below are posted on the Kentucky Personnel Cabinet's web site,
which can be accessed at: www.personnel.ky.gov**

December 19, 2014

CORRECTIONAL CAPTAIN I—(Oldham County-Luther Luckett Correctional Complex)

Grade 12—(\$2589.26 - \$3430.10 **MINIMUM REQUIREMENTS:** High School graduate. Must have three years of experience in corrections, law enforcement, criminal justice or social work dealing with rehabilitation of offenders. At least one year of the experience must have been in a supervisory capacity in a custodial security setting. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will substitute for six months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related field will substitute for one year of the required non-supervisory experience. Must be 21 years of age.

CORRECTIONAL CAPTAIN I—(Boyle County-Northpoint Training Center) Grade 12—(\$2589.26 - \$3430.10 **MINIMUM REQUIREMENTS:** High School graduate. Must have three years of experience in corrections, law enforcement, criminal justice or social work dealing with rehabilitation of offenders. At least one year of the experience must have been in a supervisory capacity in a custodial security setting. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will substitute for six months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related field will substitute for one year of the required non-supervisory experience. Must be 21 years of age.

CORRECTIONAL CAPTAIN II—(Oldham County—Luther Luckett Correctional Complex)—Grade 13—(\$2848.22 - \$3791.68) **MINIMUM REQUIREMENTS:** High School graduate. Must have four years of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders. At least one year of the experience must have been in a supervisory capacity in a custodial security setting. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will substitute for six months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related field will substitute for one year of the required non-supervisory experience. Must be twenty-one years of age

CORRECTIONAL SERGEANT— (Boyle County –Northpoint Training Center) Grade 10—(\$2139.80 - \$2834.88) **MIN REQUIREMENTS:** High school graduate. Must have 1 year of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will sub. for 6 months of the required experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of required experience. Must be 21 years of age.

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December 19, 2014

CORRECTIONS PROGRAM ADMINISTRATOR—(Franklin County —Central Office/Public Information Office)—Grade 15—(\$3230.84 - \$4280.10) MINIMUM

REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have 4 years of professional experience in corrections, juvenile justice, criminal justice, law enforcement, recreation, academic or vocational education, health services or education, dietary or food management, construction project management, social work dealing with the rehabilitation of the offender or related field. A master's degree will substitute for 1 year of the required experience.

CORRECTIONS RECREATION LEADER—(Morgan County—Eastern KY Correctional Complex)—Grade 11—(\$2206.92 - \$2923.38) MINIMUM REQUIREMENTS:

Graduate of a college or university with a bachelor's degree. Experience in planned recreation, physical education or related activities will substitute for the required education on a year-for-year basis

DEPUTY WARDEN—(Fayette County —Blackburn Correctional Complex)—Grade 17—(\$3908.94 - \$5178.72) MIN REQUIREMENTS:

Graduate of a college or university with a bachelor's degree. Must have 4 years of administrative experience in corrections or law enforcement and 2 years of experience in the supervision of employees. A master's degree will substitute for 1 year of the correctional admin or related experience. Additional admin experience in corrections, law enforcement or a related field will substitute for the education on a year-for-year basis.

HUMAN RESOURCE ADMINISTRATOR INSTITUTIONAL – (Franklin County –Division of Probation & Parole) – Grade 13 – (\$2670.20 - \$3554.70) MINIMUM REQUIREMENTS:

Graduate of a college or university with a bachelor's degree. Must have on year of professional experience in business administration, management or personnel. Administrative experience or experience in the preparation, review and/or processing of personnel documents will substitute for the required education on a year-for-year basis.

INTERNAL POLICY ANALYST II – (Franklin County –Central Office/Administrative Services) – Grade 14 – (\$2937.20 - \$3890.90) MIN REQUIREMENTS:

Graduate of a college or university with a bachelor's degree. Must have 3 years of professional experience in management, administration, statistical analysis, accounting, auditing, planning or a related field. A master's degree in public or business administration, statistics, planning, accounting, economics or a related field will substitute for 1 year of the required experience. Professional experience in management, administration, statistical analysis, accounting, auditing or a related field will substitute for the required education on a year-for-year basis.

MECHANICAL MAINTENANCE & OPERATIONS TECHNICIAN III— (Shelby County – KY Correctional Institution for Women) Grade 10—(\$2006.08-\$2657.70) MIN.

REQUIREMENTS: High school graduate. Must have 4 years of experience in the maintenance and/or repair of air conditioning, heating, refrigeration, ventilation or electrical systems. Formal training in 1 of the above or related fields will sub for the experience on a year-for-year basis. Experience in 1 of the above or related fields will sub for the education on a year-for-year basis

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OFFENDER INFORMATION SPECIALIST I— (Oldham County — Roederer Correctional Complex) Grade 11—(\$2206.92 - \$2923.38) MIN. REQUIREMENTS: Grad. of a college or university with a bachelor's degree. Admin., legal, paralegal, or offender records work experience will substitute for the required education on a year-for-year basis.

OFFICE SUPPORT ASSISTANT II- (Graves County –Probation & Parole) Grade 8— (\$1658.16 - \$2196.52) MINIMUM REQUIREMENTS: High school graduate. Must have two years of office support experience. Additional education will substitute for the required

PLUMBER LICENSED SUPERVISOR—(Shelby County – KY Correctional Institution for Women) Grade 12—(\$2427.44 - \$3215.72) MINIMUM REQUIREMENTS: Must be licensed as a master plumber by the Department of Housing, Buildings and Construction

POSTAL TECHNICIAN II—(Lyon County—Western KY Correctional Complex)—Grade 10—(\$2006.08 - \$2657.70) MINIMUM REQUIREMENTS: High school graduate. Must have two years of postal experience. Additional education will substitute for one year of the required

PROBATION AND PAROLE INVESTIGATOR-(Whitley County—Probation and Parole) GRADE: 12 - \$2427.44 - \$3215.72 MIN. REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must be twenty-one years of age.

PROBATION AND PAROLE OFFICER- (Floyd County—Probation & Parole) - GRADE: 12 – (\$2427.44 - \$3215.72) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

Recurring Positions:

**CORRECTIONAL OFFICER- (Bell, Boyle, Elliot, Fayette, Lyon, Morgan, Muhlenberg, Oldham, & Shelby counties) –Grade 9-(\$1,823.90 - \$2,416.22)
MIN. REQUIREMENTS:** High School or GED. Must be 21 years of age.

**PERSONNEL CABINET
STATE OFFICE BUILDING, 1ST FLOOR
501 HIGH STREET
FRANKFORT, KENTUCKY 40601**

All applicants must complete an application on Personnel Cabinet's Career Opportunities System (COS) and apply for the vacancies in which they are interested in being considered. Applicants should be aware that in COS, they **apply for each vacancy through separate on-line application actions**. Paper applications are no longer accepted by Personnel Cabinet. This differs from the previous paper-based application system in that applicants no longer remain on registers once they are approved for a classification. Qualified applicants are considered only for those jobs to which he/she has applied.

To get more information about the Career Opportunities System including how to apply for jobs, please visit <http://Careers.KY.GOV> For questions regarding Applications, Counseling, or Registers, please call Personnel Cabinet, (502) 564-8030.

****IMPORTANT****

The Department of Corrections is not liable for the aforementioned information. This listing is provided to departmental employees as a courtesy. For official information of availability, grade and salary information, and minimum requirements, please visit the Personnel Cabinet website at www.personnel.ky.gov.